

Minutes of Meeting
Darby
Community Development District

The regular meeting of the Board of Supervisors of the Darby Community Development District was held Tuesday, July 14, 2026 at 11:03 a.m. at 1200 Riverplace Boulevard, Jacksonville, Florida

Present and constituting a quorum were:

Walt Schwartz
Andre Green
Matt Allen
Justin Holmes

Vice Chairman
Assistant Secretary
Assistant Secretary
Assistant Secretary

Also present were:

Daniel Laughlin
Wes Haber
Beth Leaptrott
Kelly Mullins
Several Residents

District Manger
District Counsel by telephone
Engineer, Connelly & Wicker
GMS

Following is a summary of the actions taken at the July 14, 2026 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 11:03 a.m. and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Appointment of New Supervisor to Fill Unexpired Term of Office (11/26)

On MOTION by Mr. Holmes seconded by Mr. Green with all in favor Walt Schwartz was appointed to fill the unexpired term of office.

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B. Oath of Office for Newly Appointed Supervisor

Mr. Laughlin being a notary public of the State of Florida administered the oath of office to Mr. Schwartz.

C. Consideration of Resolution 2026-03 Election of Officers

On MOTION by Mr. Holmes seconded by Mr. Allen with all in favor Resolution 2026-03 was approved reflecting George Leone as chair, Walt Schwartz as vice chair and all other officers remaining the same.

FOURTH ORDER OF BUSINESS

Consideration of Minutes of the May 12, 2026 Meeting

On MOTION by Mr. Green seconded by Mr. Holmes with all in favor the minutes of the May 12, 2026 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Acceptance of Minutes of the May 12, 2026 Audit Committee Meeting

On MOTION by Mr. Allen seconded by Mr. Holmes with all in favor the minutes of the May 12, 2026 audit committee meeting were accepted.

SIXTH ORDER OF BUSINESS

Acceptance of Committee Rankings of Proposals to Perform the Audit for Fiscal Year 2026

Mr. Laughlin stated next is acceptance of the committee ranking of the proposals to perform the annual audit for 2026.

On MOTION by Mr. Holmes seconded by Mr. Green with all in favor the recommendation of the audit committee of Richie Tandoc being ranked no. 1 with 100 points was accepted.

SEVENTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2025 Audit Report

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Mr. Laughlin stated under the management letter it states in our opinion the district complied in all material respects with the aforementioned requirements for the fiscal year ended September 20, 2025. It is a clean audit.

On MOTION by Mr. Allen seconded by Mr. Holmes with all in favor the fiscal year 2025 audit report was accepted.

EIGHTH ORDER OF BUSINESS

Ratification of Agreement with GMS for Field Operations Management, Janitorial, Pool Maintenance and Pool Chemicals for Fiscal Year 2027

On MOTION by Mr. Allen seconded by Mr. Holmes with all in favor the agreement with GMS for field operations management was ratified.

NINTH ORDER OF BUSINESS

Consideration of Proposals for Lake Maintenance

- A. Florida Waterway, Inc. – 7 Ponds \$485 per month**
- B. Florida Waterway, Inc. – 8 Ponds \$535 per month**
- C. Lake Doctors – 7 Ponds \$560 per month**
- D. Superior Waterway Services, Inc. – 7 Ponds \$495 per month**
- E. Superior Waterway Services, Inc. – 8 Ponds \$540 per month**

Ms. Leaptrott stated the eighth pond is not a stormwater pond it is for recreation.

On MOTION by Mr. Schwartz seconded by Mr. Green with all in favor the proposal from Florida Waterways in the amount of \$485 per month for seven ponds was approved.

TENTH ORDER OF BUSINESS

Consideration of Landscape & Irrigation Maintenance Proposals Received in Response to RFP

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Mr. Laughlin stated we have had a lot of issues with the landscape company, we have had onsite meetings with them but there has been no change, and we have received complaints from the residents. Recently they have done a better job than they have been doing but it is not even standard. We did issue an RFP to see what other companies can offer. We received three proposals from Brightview Landscape, United Landscape and Yellowstone Landscape. They are all very big companies and they work for a lot of districts and they understand how CDDs work. We have pricing for Phases 1 and 2, which is what is currently under contract and Phase 3 when it comes online. Brightview Phase 1 and 2 for the first year \$43,000, United came in at \$38,000 and Yellowstone was \$53,000. When all phases are added for year one, it came out to \$51,000 for Brightview, United was \$49,000 and Yellowstone was \$67,000. Our current budget for landscaping is \$40,000. We received our insurance premium and it came in lower than expected so we have about \$15,000 that we can move to another line item.

On MOTION by Mr. Schwartz seconded by Mr. Green with all in favor the landscape maintenance contract was awarded to Brightview in the amount of \$43,000.

Mr. Laughlin stated we will send a termination letter to the current contractor because we did send a letter of deficiency so it is termination with cause. I will get with Brightview and see if they are able to start August 1st.

ELEVENTH ORDER OF BUSINESS

Public Hearing to Adopt the Fiscal Year 2027 Budget

On MOTION by Mr. Green seconded by Mr. Holmes with all in favor the public hearing was opened.
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Mr. Laughlin stated we did reduce a lot of items. The reason we have an increase is because we have less carry forward surplus than last year. We contemplated the amenity center being open last year and that money was budgeted and that wasn't used so that rolled over the previous year. This year we are fully operational and there is less carry forward surplus. We reduced the admin costs, and operation and maintenance and the only increase is amenity center maintenance, which was \$61,000 last year and is \$67,000 this year. The insurance came in \$15,000 less than expected

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and I suggest keeping at least \$5,000 and putting that in landscaping so we stay in that area but we could potentially remove \$10,000 from the proposed budget, which would lower the overall increase or we could move it into a line such as repair and replacement.

A resident asked what is facility management? In general what are you talking about when you say amenity center?

Mr. Laughlin stated the pool area, the park, common areas and dog park, anything that is owned by the CDD. The pool maintenance is for the actual service for a company to scrub the pool, clean the filters, there is a cost for pool chemicals, the facility management contract is for one day a week staff goes out there, check to make sure everything is fine, they coordinate with any vendors, that needs access to make a repair, confirm that things are being done, if there are issues we report it to the company, such as mowing. We have had issues with the mowing. There is a narrative that explains each line item.

Residents brought up the following concerns/comments: janitor supplies, security, cleanliness, types of insurance, process of transition of board members to resident controlled board, pool chemicals, lot owners pay their share of the assessments, cable will be removed from budget as amenity center gets free internet, the CDD maintains the infrastructure and has nothing to do with sales, WIFI password, reconfigure the gate entrance to pool area, if trespassing is an issue a proposal for a higher fence can be obtained, the CDD cannot gate off the community, can the community ever be made private, potholes, are the homes being built on wetlands, homeowners and property owners fund the budget, amount of carry forward surplus.

On MOTION by Mr. Allen seconded by Mr. Green with all in favor the public hearing was closed.

A. Consideration of Resolution 2026-07 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2027

Mr. Laughlin stated we will remove the cable from the proposed budget, which is \$2,200, the insurance is \$15,000 and I would like to move \$5,000 to landscape maintenance, and there is an extra \$10,000 we will move to contingency.

The board and residents discussed issues with non-residents parking on the streets, accessing the pool area and leaving trash in the pool area. JSO now has the authority to come

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onsite when residents call and they are able to trespass non-residents. Have off-duty officers at amenity on Labor Day.

On MOTION by Mr. Allen seconded by Mr. Schwartz with all in favor Resolution 2026-07 was approved as amended removing cable, moving \$5,000 from insurance to landscape and \$10,000 to contingency.

B. Consideration of Resolution 2026-08 Imposing special Assessments and Certifying an Assessment Roll for Fiscal Year 2026

Mr. Laughlin stated the budget has been adopted and this will place the assessments on the property tax bill.

On MOTION by Mr. Holmes seconded by Mr. Green with all in favor the public hearing was opened.

A resident asked how do we pay the assessment?

Mr. Laughlin stated it is part of your property tax bill that has both the debt service and O&M. We talked about the O&M portion, we also assess the debt service portion that pays the bond debt. You have the option to pay the bond off early and that would lower your annual assessment. You only receive the benefit of doing that if you plan to live in the house for a long time. If you want more information on that you can contact me.

On MOTION by Mr. Schwartz seconded by Mr. Allen with all in favor the public hearing was closed.

On MOTION by Mr. Allen seconded by Mr. Schwartz with all in favor Resolution 2026-08 was approved.

TWELFTH ORDER OF BUSINESS

Public Hearing to Adopt Revised Rules of Procedure – Resolution 2026-09

Mr. Laughlin stated these are the rules of procedure for the district that the board operates under. Every few years counsel will propose amendments to update the district rules to match anything that changed in the past legislative sessions.

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Mr. Haber stated this is a document that has been in place since day one for the CDD. My firm updates it every three, four or five years. These are changes that are not specific to the Darby CDD, they are ones we roll out to all the CDDs we represent across the state.

On MOTION by Mr. Holmes seconded by Mr. Allen with all in favor the public hearing was opened.

Mr. Laughlin stated these rules of procedure are posted on the district's website, along with the minutes of the meetings, financials, audits and agenda packages are posted a week ahead of each meeting.

On MOTION by Mr. Allen seconded by Mr. Green with all in favor the public hearing was closed.

On MOTION by Mr. Allen seconded by Mr. Schwartz with all in favor Resolution 2026-09 was approved.

THIRTEENTH ORDER OF BUSINESS Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager – Discussion of Fiscal Year 2027 Meeting Schedule

Mr. Laughlin stated we have the schedule set similar to this year on the second Tuesday of October, January, March, May, July and September at 10:30 a.m.

On MOTION by Mr. Schwartz seconded by Mr. Green with all in favor the fiscal year 2027 meeting schedule was approved.

D. Operations & Amenities – Report

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Ms. Mullins gave an overview of the operations and amenities report, copy of which was included in the agenda package.

FOURTEENTH ORDER OF BUSINESS Supervisors Requests

There being none, the next item followed.

FIFTEENTH ORDER OF BUSINESS Audience Comments

A resident asked the vacant lots are overgrown. Can we talk to the landscape company about that?

Mr. Schwartz stated we have spoken to the builders about the vacant lots. The CDD covers the common areas, the individual lots are all owned by home builders. Meritage owns most of them and we have spoken to them, also about the dirt in the street they need to clean up. Going forward when we have residents in attendance we should take a quick minute to explain what the CDD is responsible for and explain how meetings are conducted. It is a government agency, not just a property manager and I think it is important to give a little background, so everyone feels comfortable.

A resident stated someone mentioned phase 3. The road has started for phase 3, but in terms of the entrance will there only be one entrance for all the phases?

Mr. Schwartz stated no. As you come in Hallback goes to your right and you get the entrance to phase 3, there are 140 homesites back there and it is one road into a cul-de-sac. Phase 4 will enter through the cul-de-sac in phase 1. There will only be one main entrance.

A resident stated I was told there would be a walking trail in the community. Is that true? Along the pool, it was cleared out between the trees.

Mr. Schwartz stated that little clearing in the trees used to be a lumber trail. There is lumber and firebreaks throughout the entire community, because it was a pine forest. Looking at the civil plans there is nothing that calls for any type of environmental walking trail. It calls out a concrete sidewalk and the asphalt trail. I don't know about any nature trail or anything like that.

SIXTEENTH ORDER OF BUSINESS Financial Statements as of May 31, 2026

A copy of the financials was included in the agenda package.

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SEVENTEENTH ORDER OF BUSINESS Check Register

On MOTION by Mr. Green seconded by Mr. Schwartz with all in favor the check register was approved.

**EIGHTEENTH ORDER OF BUSINESS Next Meeting Scheduled – September 8, 2026
at 10:30 a.m.**

Mr. Laughlin stated the next meeting is scheduled for September 8, 2026 at 10:30 a.m. the location to be determined.

On MOTION by Mr. Allen seconded by Mr. Schwartz with all in favor the meeting adjourned at 12:19 p.m.

Signed by:

Daniel Laughlin

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Secretary/Assistant Secretary

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George Leone

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Chairman/Vice Chairman